Preservation of Original Bit Stream

Policy

Based on anticipated reference requirements, certain digital records may be converted or transformed into a standard file format (such as XML) upon transfer to better enable the record's preservation. However, the original bit stream will be preserved for as long as possible within the constraints of technology and funding.

Other digital records will be preserved only in their original bit stream. Upon research request, one of two options for accessibility will occur:

- The records will be migrated into a readily accessible file format; or
- An emulation program will allow the original bit stream to be rendered as it originally existed.

Use of these options will be based on costs of migration versus emulation. (Refer to policy on Migration and Emulation – Methodology for Preserving Digital Records).

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[1] Refer to the Digital Archives Preservation Strategy for examples of how this policy might be applied to ensure the preservation of various file formats.